

**MINUTES OF THE CLARE COUNTY
BOARD OF COMMISSIONERS**

Harrison, Michigan 48625
November 16, 2016

12-21-16 Jm
**Unapproved Minutes
Page One**

With Chairperson Jack Kleinhardt absent from the meeting, it was called to order at 9:00 a.m. by Vice-Chair Dale Majewski.

PLEDGE OF ALLEGIANCE was recited

Present: Commissioners: District 1: Dale Majewski, District 2: Samantha Pitchford, District 3: Leonard Strouse, District 5: Donald David, District 6: Karen Lipovsky, District 7: Jim Gelios

Absent: District 4: Jack Kleinhardt
Others Present, Signing In: None

APPROVAL OF AGENDA

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Donald David, to approve the agenda with changes as noted below. Motion carried.

Add: Under Public Hearings / Special Presentations Michelle Ambrozaitis request to replace an open ADA position
Add: Under Finance and Administration, Discussion of Treasurer's Office Staffing

APPROVAL OF MINUTES

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Leonard Strouse, to approve the Minutes of the October 19, 2016 meeting. Motion carried.

Administrator Byard requested a change in the minutes on page 2 changing in the in first paragraph "IT Assistant" to "IT Technician"

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Leonard Strouse, to approve the Closed Session Minutes of October 19, 2016. Motion carried.

GENERAL PUBLIC COMMENT

Michelle Neff, MSU Extension provided an update on activities and introduced Alax Schunk who is filling in and working as 4-H Coordinator in Clare County since the summer when the former Coordinator departed. Ms. Schunk then provided information on up-coming events. She was asked about a rumor of dissolving the 4-H Horse Program in Clare County and she indicated that the rumor was not true rather they were folding the association under the 4-H council and the council would then rebuild the program. Additionally, Ms. Neff noted that there were several training programs being conducted by MSU across the state for new commissioners. Interested parties should inquire.

Clerk/Register of Deeds Pamela Mayfield introduced Paris Frank a new deputy added to staff within the office just about a month earlier. Clerk Mayfield noted that credentials of working for over 30 years with Community Mental Health and later Community Action Agency made her a good fit for working in the office.

ADMINISTRATOR'S REPORT

Administrator Tracy Byard distributed her report and called attention to several items of interest. One item of concern is fraudulent claims being filed relevant to unemployment. She noted that this is happening throughout the State but it has impacted several of the county employees. She reported that even though fraudulent, it is necessary to respond.

One last item of interest was a request for proposal from the State of Michigan regarding space for the Secretary of State office. It was discussed and was determined that had this come sometime before the remodel of the old health department we may have been able to accommodate their request but that with what space remained it would not be a good fit. At times there are still parking struggles and the only space available is on the second floor, probably not a desirable option for the SOS. After considerable discussion it was determined that Clare County would not submit a proposal.

COMMUNICATIONS LIST

DEQ-MDEQ – Air Quality Pending permit to Install Applications
EMCOG – Congratulations on the approval of Clare County

PUBLIC HEARINGS/SPECIAL PRESENTATION

Clerk/Register Elect, Lori Martin, appeared before the Board and read from a prepared statement so as not to forget items of interest. She proposed several questions and received approval to attend an upcoming training in Bay City with training to be paid for. She requested to fill her position in the office prior to taking office noting that the position would not begin until the first of the year. Commissioner Lipovsky said that the request could be addressed at some future meeting to allow time to consider the request and to have a full Board in place. She noted that at the time the current Clerk took the position she was not allowed to hire to fill the vacancy.

Michelle Ambrozaitis, Prosecutor appeared before the Board since there is a hiring freeze with a request to hire to replace and fill the vacancy.

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Jim Gelios, to permit the Prosecutor to hire to fill a vacancy within the department. Motion carried.

JUSTICE COMMITTEE

It was moved by Commissioner Samantha Pitchford, seconded by Commissioner Donald David to appoint Michael Conway as the Citizen at large to the 9-1-1 Advisory Board for a two year term beginning January 2017. Motion carried.

Undersheriff Dwayne Miedzianowski took a moment to recognize Gordie Mason, former Citizen at Large member, for his past service on the 9-1-1 Advisory Board. Board also extended their gratitude.

HEALTH AND HUMAN SERVICES-None

FINANCE AND ADMINISTRATION

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Karen Lipovsky, to approve the Statutory Finance Committee meeting minutes of October 25, 2016 and November 8, 2016 in the amount of \$105,553.75 and \$135,359.80 respectively. Motion carried.

It was moved by Commissioner Donald David, seconded by Commissioner Karen Lipovsky to approve the expenditures for the month of October 2016 in the amount of \$4,932,472.17 with the General Fund expenditures totaling \$1,139,525.88. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Samantha Pitchford, to approve Budget Adjustments #17-06, #17-10 and #17-12, in the amounts of \$31,801.50, \$105,035.00 and \$5,333.16 respectively. Motion carried.

It was moved by Commissioner Jim Gelios, seconded by Commissioner Karen Lipovsky, to concur with the Non-Union Personnel Policy Manual updates and changes as presented, except add to the statement to read "By the Governor for Clare County". Motion carried with one opposed being Commissioner David.

Commissioner David questioned the removal of some of the language. Discussion followed with past problems encountered. The intent of the language change was to add clarity so that there would be no question in the future if employees were or were not to be paid. It was determined to leave everything out except "by the Governor for Clare County". This was on page 11 of the policy, page 43 of the packet. Commissioner David stated that it should state that the Chairman of the Board is the authority to call the decision on inclement weather snow days.

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Samantha Pitchford, to approve a letter of support for the Village of Farwell Drinking Water System Improvements loan application from the USDA. Motion carried.

Treasurer Jenny Beemer-Fritzingler provided a letter to Commissioners about the potential replacement of an employee within the office with an additional request to set a wage apart from customary yearly union step levels based on experience and knowledge.

It was moved by Commissioner Leonard Strouse, seconded by Commissioner Donald David to allow the Treasurer to hire to fill an anticipated November 21st vacancy. Motion carried.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Donald David, to allow the Treasurer to hire a deputy treasurer as per written proposal presented, bringing in a new employee utilizing the probation period allowable but at tier 1 wage level (\$27,195.94) with ability to bypass the beginning and second tier levels and promote the individual to the third tier once they have proven their "tax specialist" abilities. Motion carried.

Recess at 10:15 a.m.
Resume at 10:25 p.m.

PHYSICAL RESOURCES and ECONOMIC DEVELOPMENT COMMITTEE-None

CLERK'S REPORT

Clerk/Register of Deeds Pamela Mayfield reported that the local canvass of the November 8th election was still on-going and should be wrapping up later in the day. She noted that there is a tie in a Township Trustee position so there would be a coin toss to determine a winner.

TREASURER'S REPORT

Treasurer Jenny Beemer-Fritzinger reported that she is wrapping things up for fiscal year 2016 and will be determining the fund balance. She stated that there is still money coming in and that there were a few deficit elimination plans necessary to be completed. She also indicated there are still issues with the 9-1-1 fund and the probate and family fund.

COMMISSIONER REPORTS and COMMENTS

- C/Gelios noted that the City of Harrison is rezoning an area so it opens the way for potential to have an assisted living facility.
- C/Strouse noted that he would like to be removed as a Community Action Agency Board Member. He also reported on tough decision that would need to be made by the Lake Improvement Board for Shamrock Lake and discussed the problems and needs. He also noted that for the first time that he can remember, a recommendation and vote to purchase a new patrol car with grants funds was turned down against management recommendation. When questioned about Walmart coming to Clare, he indicated that it appears that they may not be coming.
- C/David indicated that he is wrapping things up as his term as Commissioner winds down indicating that this November meeting would be his last. He wished everyone well and indicated that times ahead will be tough. He was thanked for his service.
- C/Lipovsky was asked at Frost about the planning Commission. She questioned the Board and while it was not officially dissolved, they have not been active.

PUBLIC COMMENT-None

UNFINISHED BUSINESS

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Samantha Pitchford to go into Closed Session to discuss negotiations.

Roll call vote revealed:

Yeas: (6) being Commissioners Lipovsky, Pitchford, Strouse, Majewski, David and Gelios

Nays: (0)

Absent: (1) being Commissioner Kleinhardt

Motion carried.

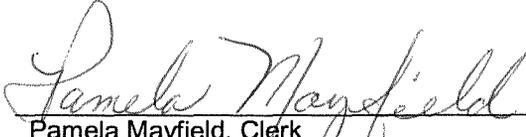
CLOSED SESSION BEGINS: 10:52 a.m.

CLOSED SESSION ENDS: 10:54 a.m.

It was moved by Commissioner Karen Lipovsky, seconded by Commissioner Samantha Pitchford to amend the UAW Units 1 & 2 contracts and extend the contract for one year with no changes. Motion carried.

NEW BUSINESS-none

Meeting Adjourned at 11:00 a.m.



 Pamela Mayfield, Clerk
 Clare County Board of Commissioners



 Jack Kleinhardt, Chairman
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NEW BUSINESS-none

Meeting Adjourned at 11:00 a.m.

Pamela Mayfield, Clerk
Clare County Board of Commissioners

Jack Kleinhardt, Chairman
Clare County Board of Commissioners